

**Limited to Fire Department employees****DISTRICT CHIEF****FIRE DEPARTMENT**

This is a promotional examination for the position of District Chief in the Fire Department. Examination will be limited to members of the Amarillo Fire Department who at any time have continuously held for at least two (2) years the classification immediately below the classification for which this examination is being held. Applications will be received in the City Human Resources Department daily until 5:00 pm, Wednesday, April 13, 2011. Examination will be 100% written and all candidates will be required to pass the examination before their names will be entered on the eligibility register. The eligibility register created by the examination will be in effect for a period of one (1) year.

**DESCRIPTION**

Pro-actively plan to support the development of operational and tactical goals and objectives to implement, supervise, and administer programs, as well as activities in order to achieve maximum results. Evaluates, develops, and maximizes the effectiveness of personnel as related to assigned tasks and utilize appropriate leadership skills to successfully achieve departmental goals. Establishes and maintains good relations with citizens, other City of Amarillo departments, civic groups, governmental agencies, private entities, and media representatives. Provides the highest level of protection of life and property to both the fire fighters, as well as the citizens through dynamic supervision and administration of the department=s personnel and resources. Assures compliance and administers the laws and regulations affecting the department. Assumes command or participates within the incident command system as required by departmental procedure. Develops and maintains departmental procedures and guidelines within assigned areas. Responsible for all other duties and work schedules as assigned by the Chiefs of the department

**PHYSICAL DETAILS OF JOB**

Works in or near fire scenes and other emergency operations. High stress actions during emergency operations. Must communicate well with public, supervisors and employees. Sits while working at desk or computer station. Walking, kneeling, climbing, lifting, crouching, standing, driving and operating an emergency vehicle. Will operate a personal computer, printers, two-way scanning radios, toxic and combustible gas detectors, appliances, ladders, fire extinguishers and detection equipment.

**SKILLS, KNOWLEDGE, ABILITIES**

Must have a comprehensive knowledge of the use of modern firefighting equipment and methods and the ability to apply the techniques with available equipment to the maximum degree of efficiency. Must be skilled in the ability to work tactfully and harmoniously with others and direct the activity of teams of subordinates during an emergency. Must maintain body in a physical condition to sufficiently perform duties.

This job description is not intended to be all-inclusive, and employees will also perform other reasonable duties as assigned. A detailed job description is available in the Human Resources Department, City of Amarillo.

Test Date	Wednesday, April 20, 2011
Test Time	5:00 pm.
Test Location	Civic Center <b>Grand Plaza</b> 400 S. Buchanan (West entrance)
Salary minimum	\$6463/month
Posted	Wednesday, July 28, 2010
Deadline to Register	Wednesday, April 13, 2011 5:00 p.m.

**AN EQUAL OPPORTUNITY EMPLOYER**

Lori James  
Civil Service Director  
Civil Service Commission  
City of Amarillo, Texas

## DISTRICT CHIEF PROMOTIONAL EXAM SOURCE LIST

April 20, 2011 test date

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Brannigan's Building Construction for the Fire Service, 4<sup>th</sup> edition, 2008, Jones and Bartlett Publishers ISBN 0-7637-4494-8

Human Resource Management in Public Service, 2<sup>nd</sup> edition, 2005, Sage Publications, Inc.  
ISBN 9781412904216

Management in the Fire Service, 4<sup>th</sup> edition, 2008, NFPA  
ISBN 0763751693

Structural Firefighting Strategy and Tactics, 2<sup>nd</sup> edition, 2008, Jones and Bartlett Publishers ISBN 0-7637-5168-5

Resources for Fire Department Occupational Safety and Health, 1<sup>st</sup> edition, NFPA  
ISBN 0-87765-486-7 NFPA No. FDRES03

\*Sources for books

IFSTA	<a href="http://www.ifsta.org">www.ifsta.org</a>
Amazon	<a href="http://www.amazon.com">www.amazon.com</a>
Jones and Bartlett	<a href="http://www.jbpub.com">www.jbpub.com</a>
Informed Publishing	<a href="http://www.informedguides.com">www.informedguides.com</a>
Sage Publications Inc.	<a href="http://www.sagepub.com">www.sagepub.com</a>
NFPA	<a href="http://www.nfpacatalog.org">www.nfpacatalog.org</a>

Posted/Revised: July 28, 2010